

**THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF
THE EVERETT HOUSING AUTHORITY**

**Wednesday August 21, 2024, AT 5:00 PM
393 FERRY STREET, EVERETT, MASSACHUSETTS**

- I. Roll Call:** The Chairman asked the Secretary to call the Roll:
- Present:** Dominic Puleo, John Barrett, Damain Allen and Philip Colameta
- Absent:** Mr. Norton
- (The record shall note that Mr. Allen showed for the meeting after Roll Call.)
- Others:** Stephen Kergo, Executive Director, Francis J. LaRovere, III Esq., Legal Counsel, Roberta Correale, Assistant Director and Nicole Dipierro, Public Housing Supervisor.

- II. Minutes:** Motion made by Mr. Barrett and seconded by Mr. Colameta to accept the minutes of the Regular Meeting of June 25, 2024. **Voice approved.**

III. Director's Report:

Mr. Kergo mentioned that there will be two (2) shutdowns of the electric power at Glendale Towers. The first will be August 28th in the early morning. This will be to make the final connections for the new emergency generator. The other outage will be for the final connections of the lateral conductors project. Once complete the maintenance staff can complete the installation of the A/C in the apartments of the building.

Motion made by Mr. Barrett and seconded by Mr. Colameta to accept the Director's Report. **Voice approved.**

IV. Old Business:

- A. **Discussion:** A/C Glendale Towers.
- B. **Discussion:** Related to upgrading maintenance software to allow for a tenant portal. Chairman Puleo noted that we will be adding funds in our upcoming budget to move forward with the portal.
- C. **Discussion:** Related to a tenant communication plan. A brief discussion on improving the way EHA informs residents.

V. New Business:

- A. **Resolution 2024-33:** To approve and authorize the Executive Director to execute the Certificate of Substantial Completion with a completion date of May 30, 2024, for the 667/2 Glendale Towers Gate Valve Replacement Project FISH No. 093075; subject to the review and approval of the Executive Office of Housing and Livable Communities.

Motion made by Mr. Colameta and seconded by Mr. Allen to approve **Resolution 2024-33:** To approve and authorize the Executive Director to execute the Certificate of Substantial Completion with a completion date of May 30, 2024, for the 667/2 Glendale Towers Gate Valve Replacement Project FISH No. 093075; subject to the review and approval of the Executive Office of Housing and Livable Communities.

Mr. Barrett, Yes -Mr. Puleo, Yes -Mr. Colameta, Yes -Mr. Allen, Yes

4 yeas, 0 nays

- B. **Resolution 2024-34:** To approve and authorize the Executive Director to execute a Contract for Construction Services for the Glendale Towers 667/2 Roof Replacement Project FISH No. 093095 to the lowest responsive bidder, Leading Way Construction Inc., Brockton, MA. for a total cost of Six Hundred Forty-Five Thousand, Six Hundred Sixty Dollars and Zero cents (\$645,660.00); subject to the review and approval of the Executive Office of Housing and Livable Communities.

Motion made by Mr. Colameta and seconded by Mr. Barrett to approve **Resolution 2024-34**: To approve and authorize the Executive Director to execute a Contract for Construction Services for the Glendale Towers 667/2 Roof Replacement Project FISH No. 093095 to the lowest responsive bidder, Leading Way Construction Inc., Brockton, MA. for a total cost of Six Hundred Forty-Five Thousand, Six Hundred Sixty Dollars and Zero cents (\$645,660.00); subject to the review and approval of the Executive Office of Housing and Livable Communities.

Mr. Barrett, Yes -Mr. Puleo, Yes -Mr. Colameta, Yes -Mr. Allen, Yes

4 yeas, 0 nays

- C. **Resolution 2024-35**: To approve and authorize the Executive Director to execute a Certificate of Final Completion with a final payment of Ten Thousand, Eighty-Three Dollars and One Cent (\$10,083.01) for the 667/2 Glendale Towers Gate Valve Replacement Project FISH No. 093075; subject to the review and approval of the Executive Office of Housing and Livable Communities.

Motion made by Mr. Colameta and seconded by Mr. Barrett to approve **Resolution 2024-35**: To approve and authorize the Executive Director to execute a Certificate of Final Completion with a final payment of Ten Thousand, Eighty-Three Dollars and One Cent (\$10,083.01) for the 667/2 Glendale Towers Gate Valve Replacement Project FISH No. 093075; subject to the review and approval of the Executive Office of Housing and Livable Communities.

Mr. Barrett, Yes -Mr. Puleo, Yes -Mr. Colameta, Yes -Mr. Allen, Yes

4 yeas, 0 nays

Next meeting **September 17, 2024**, at **5:00 pm**.

Adjournment. Motion made by Mr. Barrett and seconded by Mr. Colameta to adjourn the meeting at 5:23 pm. **Voice Approved.**

Respectfully Submitted,

Stephen Kergo

Stephen Kergo
Executive Director